

**Central Coventry Fire District
Board Meeting
December 18, 2013 – 6:30 p.m.
1670 Flat River Rd.**

Minutes

1. Call to Order –

2. Roll Call

President: Fred P. Gralinski

Vice President: Marie Baker

Directors: – Cynthia A. Fagan-Perry, Robert G. Hadley, Maureen K. Jendzejec, Daniel K. Lantz Jr., Helen G. Quinn- Excused

Treasurer:

Tax Collector:

Clerk: Christine Moniz

Chief: Andrew J. Baynes - Excused

President of the Union Dave Gorman

Legal Counsel Dave Dagostino

Also in attendance - members of the public, and Fire Department

The Meeting was called to order at 6:20 p.m. the clerk made a statement on how the Board is going to adjourn into closed session

when on the agenda it does not state call to order. The Boards President and the Board Attorney stated they did not think it was an issue and opened the meeting at 6:20 p.m. and took a roll call vote to go into Executive session.

The Board went through roll call to those that were present President Gralinski, V.P. Baker, Directors Lantz, Hadley, Jendzejec, and Fagan-Perry are present. Motion was made by President Gralinski to move into executive session and seconded by Director Fagan-Perry. Moved/Convene into executive session at 6:21 p.m.

Motion was made by President Gralinski to reconvene back into open session at 7:03

Approval of the meeting minutes from the November 13, 2013.

Motion made by Director Fagan-Perry to approve the minutes and Seconded by V.P. Baker.

All Voted Aye

Board did the Roll call again as per Director Hadley's request. The Board went through roll call to those that were present President Gralinski, V.P. Baker, Directors Lantz, Hadley, Jendzejec, and Fagan-Perry present. Director Helen Quinn and Chief Baynes are excused for the meeting.

Truck and equipment committee. –Director Dan Lantz has had the

opportunity in the past couple weeks to gather lists of inventory to present to the court so we can get started on liquidating the excess equipment that is not going to be used. The Heavy Duty Rescue was towed over to station three. The other two bays are housing the pink trucks (correction on who owns the pink trucks it was reported by Director Lantz they belong to the cancer society. They belong to Rhode Island Pink Heals which was founded by CCFD FF Ted Dion). The two trailers are outside and the roof has been repaired all thanks to Mr. Conrad Burns at no cost to the district. The Board thanked Conrad for all his help. Director Lantz is making sure that all the lists are completed so we can get the most money out of the sale of the equipment. The President asked if there are any questions and there were none.

Tax Collectors report – Director Fagan-Perry gave the tax collectors report taxes collected. Total collected for 2013 was 1,490,582.84 the 2012 2nd billing we collected 440,901.29, past due 2012 175.71, past due from 2011 32,273.61 all other prior years 1,222.22 Interest collected was 15,343.67 and legal fees collected were 220.00. For a total collection of 1,980,718.81.

Total abatements were \$397.24, and total outstanding taxes are a total of \$652,599.86.

President Gralinski reported that we are in the process of collecting past due taxes and also getting ready for the next tax sale. Director Fagan-Perry reported that we will have the delinquent notices out by

January 21st. The tax sale will be April 24th. One year past due can go up for tax sale.

Motion made by V.P. Baker to except the committee's reports and seconded by Director Jendzejec.

All Vote Aye

Update on overtime use – overtime was at a minimum this month.

Chief's report – As read by Christine Moniz

Staffing: Remains in accordance with the 29 March 2013 directive and is deployed as I reported on 13 November 2013.

Run Volume: The Department responded to an additional 273 incidents since my last report of 13 November.

Automatic aid was given 22 times since my last report, while automatic aid was received 9 times during this time.

Categorized print out attached.

Of note:

Numerous CPR calls 22 November 2 separate calls...24 November 3 separate calls.

On 25 November, companies responded to the High School located at 40 Reservoir Road, for an odor of gas. This was after a number of other similar calls over the preceding days. The source was traced to the science wing and since it could not be readily resolved without the intervention of National Grid, the school was evacuated and

within 9 minutes sheltered within the gymnasium. School officials rapidly cancelled classes for the day, when the nature and severity of the incident became apparent. Companies stayed on scene for some time while National Grid shut down service.

On 27 November, companies responded to 1089 Main Street for a stove fire with extension to the cabinets. Extinguishment and confinement to room of origin.

On 28 November, companies responded to 35 Old North Road, for CO and found high levels within the dwelling. Source was determined and building ventilated.

On 1 December, companies responded to a chimney fire at 26 Valiant Drive. Extension to the void space between the chimney and the metal roof was extinguished and overhauled.

On 3 December, companies responded to 805 Maple Valley Road and found a chimney fire with extension

On 2 December, companies responded to a fire at 9 Grant Ave. which required a 2nd alarm due to water supply and manpower needs. No injuries were reported; RI Red Cross provided shelter assistance for 2 adults and 4 children. The cause is still under investigation by the Fire Marshal, RISFM, and CPD.

On 4 December, companies responded to 2158 Flat River Road, for a CO condition which resulted in a single fatality.

On 6 December, companies responded to an electrical fire in a kitchen located at 1791 Flat River Road. Containment was achieved rapidly and with minimal damage.

On 11 December, companies responded to a kitchen fire at 86 Howard

Ave. and achieved rapid containment with minimal further damage.

On 13 December, companies responded to 33 Sherwood Valley Lane for a pellet stove fire with minimal extension.

On 14 December, companies responded to 1350 Main Street for a CO detector issue. Levels of 40ppm were obtained and evacuation and ventilation were performed. Repairs to the stove installation were left to the occupants.

On 14 December, companies responded to 27 Hill Farm Camp Road for a chimney fire with extension. Early extinguishment with minimal damage was achieved.

On 15 December, companies responded to Flat River Road in the vicinity of Raymond's Point Road for an MVA with extrication.

On 16 December, companies responded to 26 Valiant Drive for an EMS call with CPR.

Fire Prevention & Public Relations: Licensed establishments and places of assembly inspections are completed, in concurrence with the RISFM's office and the inspection of apartment/multi-unit buildings have begun.

The District assisted the School Department with the completion of items ordered by the Fire Code Board of Appeals, prior to the tentative 19 November hearing date last reported. The High School successfully passed inspection and therefore, the hearing was cancelled.

On 27 October, companies and the Marshal responded to 760 Tiogue Avenue for code enforcement issues. A follow up visit with the RISFM office and Chief Volpe, the Marshal and I took place on 5 December

with a positive action plan agreed upon by all parties to avoid further issues.

On 4 December, Mark Shelly from ISO conducted an initial on-site interview/review with me and the senior ranking officers of the Department. He took documents and reports with him relating to this Department's apparatus, staffing, testing and interaction with surrounding departments.

He indicated a follow-up visit would take place after the first of the year.

Vehicle Maintenance: All in-service units are in operational condition, with E-7 down for PM being covered by the reserve unit.

On 16 December, the Squad unit, (part of the surplus equipment listing) was towed from Station 4 to inside sheltering at Station 3. The assistance of Director Lantz and Mr. Burns in accomplishing this task is appreciated.

On 17 December, R-3 was towed to the repair facility for repairs on the advice of the repair facility after an on-site attempt to repair an apparent stuck intake valve. The spare unit was placed in service.

Training: EMS report electronic filing training has been completed on all Platoons and since we went online as of 7 October we continue to experience some connectivity issues on the State bridge site which is being addressed, by State EMS. License recertification is well underway and continues at this time.

Hydrant flow testing has been suspended due to weather.

Two Qrae four gas entry meters and two Toxirae HCN meters were obtained on 9 December due to an approved purchase by the Special

Master/Board of Directors. All members were in-service trained in their usage and they were immediately placed in service.

Reports:

Attached is the Proposed Sale of Surplus Equipment document.

Conclusion: The Department stays available and able to respond at the 29 March strength at this time.

Captain Gorman explained further the issue with our Rescue 3 being out of service and the expense of the repair. He also talked about the increase in fires just in December alone and also the injuries just from slip and falls alone. President Gralinski wanted to take a moment to thank the Fire Fighters for all their hard work and that they have been very busy. That the FF are the ones out in this bad weather while the rest of them are in their warm home.

Motion to approve the Chiefs report- motion made by Director Fagan-Perry and Seconded by V.P. Baker.

All Voted Aye

The President also wanted to report the cost for the District to have the Special Master for the past year and the total was \$358,000.00. We need to really try to keep down communication and try to keep the cost down. If we could keep this money we could really make this go a long way. The Special Master is one of our biggest expenses.

The overtime is going well the only expense is the Captain position.

Discussion and Action – We petitioned the Special for approval of a bookkeeper to assist with the Trial Balance and any special reports that the Board may need instead of hiring an accountant since the cost is a considerable amount less. We are working to make sure the money is spent wisely.

We are also looking to get permission from the Judge to sell of any extra equipment that we might not need. A lot of that equipment is just an eyesore. It is not functioning anymore and we want to turn it into money.

We are proposing a plan to exit taking care of street lights and pass a resolution to notify the Town to request the voters to get out of Street Lights. A request for a motion to propose a resolution on street lighting was made by President Gralinski. The motion was made by Director Fagan-Perry and seconded by Director Hadley.

All voted Aye. V.P. Baker stated that even for a few months we had to pay \$42,000.

Director wanted to know if we bring it to the Town Hall letter or do we have the Attorney write a letter. It will have to get voted at our Annual District, then we would need to make a Charter Change.

Resolution to engage in a consultant to evaluate operational needs of the District. We do not have anyone in mind yet but as we go forward we just want to put it out there and what changes to be made for the District but we are not voting on this issue.

Authorization of the Board to post RFP for EMS services; make recommendation to Special Master and Court for approval to post the RFP to evaluate responses. The President wanted to stress that this was requested by the court. We need to meet the guidelines of the court. We have to pass it as a resolution and the President requested a motion to authorize the RFP. Again this is just to look at suggestions and evaluate other alternatives. A motion was made by Director Fagan-Perry and seconded by V.P. Baker.

All Voted Aye

Update on alternate plan request by Court. The President would like to table discussion. A motion was made by Director Fagan-Perry and Seconded by Director Hadley.

All Voted Aye

Update on payment for the Longevity Bonus and Uniform allowance that has not been paid out to the Firefighters. The President reported that these are two items and we used the Masters items and we did not include this into the new budget and it is about \$600,000 that we did not set up a line item for. This is another matter that we will need to address. Captain Gorman stated that it was not for the back pay it

is going forward so the amount is not as high as stated it would only be about \$150,000.

Old unfinished business – none

New business – None

The President opened up the floor for any comments or discussion

Mr. Assalone commented on how the Judge's rule that the pension should be paid is a good thing and the Board agreed.

He also stated that he never understood why we send out two trucks to a rescue call. But someone explained it to him and now he understands. Note: It is on the CCFD website why we send out two trucks.

The President also made the announcement that both the employees and the Board have been in contact with each other and are in the works to sit down and discuss any further action on concessions to the union contract. The Board shares their concerns and feeling about getting talks up and going again. The Union feels the same way and wants to work with the Board members.

Lt. Paul got up to make a comment about why we have a Engine Co. follow the rescue and explained one of the calls where we had a confused, combative pt. and the two EMT's had to stay in the back

while one of our Engine Co. members had to drive. We also need at least 3 EMT's for a code and also a fourth to drive. So that may put the Engine Co out of service for the length of that call.

Lt. Paul also mentioned that some of the comments in the Patch are unnecessary and that the Board represent us the Fire District. He would like someone from the Board to write their own article refuting what Rep. Morgan stated about the FF and how misleading her comments are. V.P. Baker stated that they try to stay out of politics and Lt. Paul stated that they are politician because they are elected officials and V.P. Baker and Director Fagan-Perry stated that they are not. V.P Baker stated she is a volunteer and they ignore Rep. Morgan. President Gralinski then explained his comment in the Patch and he was upset by how the Union made a big press release on the motions that they filed. He stands behind his comment but did apologize to Lt. Paul about some of the other comments that were made and took the first step in stating he was wrong about it. The President then shook Lt. Paul's hand and thanked him for a job well done.

President Gralinski also announced that the Board will start having the meetings the third Tuesday of the month as stated in the Charter. That way it will be less confusing on when we hold our meetings and that we can post a full year of dates on the State Website.

Also discussed is the Annual meeting is scheduled for September in

the Charter but that will have to get looked at due to the fact we do not have all the information needed to roll in the new Tax Roll into our system. The Town never has it ready by then.

The Board would also like to review how some of the Rescue billing is done and are we hard or soft billing and look into making sure we are collecting on all of our resources. The President will have the Chief of the Department look into and call Kim at the Dawson group.

Captain Gorman also explained how Fire Recovery worked and how we can go about the billing of auto accidents. The only issue we have is the District no longer has a credit card and we cannot get copies of the accident report from the Police Department without one.

The President also stated that we need to be careful with our cash flow and keep an eye on the spending.

**Motion made to adjourn the meeting by Director Fagan-Perry and
Seconded by Director Hadley**

All Voted Aye

The meeting adjourned at 8:23 p.m.